

# THS Board Meeting (#3)

## Minutes

Tuesday, October 26, 2021, 6:00 pm  
By Teleconference

Present: Malcolm Bernstein, David Bronskill, Martin Buckle, Krista Bulmer, Damian Creber, Mark Dilworth, Yusef Hafez, Nicholas Kanhai, Charissa Lai, Kathy McDonald, Bronwen Morgan, Peter Newell, Josh Shanahan, Nabila Tisha, Angela Young

Staff: Jacques Messier, CEO; Phil Nichols, COO, Tegan Buckingham, Director, Integrated Marketing and Development, Carol Boulding, Director, People and Culture, Claudette Turner, Recording Secretary

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Martin Buckle called the meeting to order at 6:05 pm.

### ***1. Regular Business***

1.1 THAT the Agenda be approved.

Moved: Martin Buckle

Seconded: Peter Newell

... **Carried.**

1.2 THAT the Minutes of the September 28, 2021 meeting be approved.

Moved: Martin Buckle

Seconded: David Bronskill

... **Carried.**

### ***2. Branding Refresh***

Tegan Buckingham provided an update on the rebranding campaign. She reported that the roll-out of the campaign was quite successful. It was well received by supporters and the campaign results exceeded expectations. Tegan advised that a new monthly program is underway, with a focus on the new branding.

The Board thanked Tegan for her excellent presentation.

### ***3. People and Culture***

Carol Boulding provided an update on People and Culture. She advised that there was a new DEI co-ordinator and that staff have been invited to join a DEI task force. The volunteer survey has gone out. Volunteer recruitment is underway. New Board members will be invited to tour the shelter. The new union contract is expected to be ratified shortly.

Bronwen Morgan, Yusef Hafez, Kathy McDonald and Malcolm Bernstein will assist Carol Boulding and Phil Nichols in developing a systemized approach to leadership development.

The Board thanked Carol for her informative report and invited her to attend a future Board meeting to discuss human resources matters.

### ***4. Strategic Plan Update***

Phil Nichols provided a third-quarter update on the strategic plan, reporting on strategic outcomes related to fundraising, facility management, employee engagement and leadership development. Toronto Humane Society's goal is to be recognized as a leading integrated humane society and centre for continuous learning, knowledge creation and sharing. The updated strategy summary will be posted on the website.

The Board expressed its appreciation to Phil for his fine presentation.

### ***5. CEO Report***

Jacques Messier reported on the reopening of the shelter and the services being provided as the reopening expands. He remains focussed on keeping staff, volunteers and foster parents safe.

Jacques advised that the 2022 budget will be ready by year-end. He will provide a cash flow forecast as at the end of October, 2021 for the next Board meeting. Meanwhile, controlling expenses remains a top priority, along with increasing fundraising revenues.

## ***6. Assistant Treasurer***

Martin Buckle outlined the advantages of appointing an Assistant Treasurer and proposed the following motion:

6.1 THAT Damian Creber be appointed as Toronto Humane Society's Assistant Treasurer.

Moved: Martin Buckle

Seconded: Krista Bulmer

... **Carried.**

## ***7. Committee Reports***

**Audit & Finance** – Charissa Lai reported on two meetings held by the Audit & Finance Committee. Stephen Steele, Martin Buckle, Damian Creber and Charissa will comprise the A&FC. The Committee met with RBC, Toronto Humane Society's investment manager to better understand asset allocation and related matters. The Committee will meet with the auditor, KPMG, in the coming weeks.

**Governance** – Peter Newell provided background on the new Ontario Not-for-Profit Corporations Act (ONCA) which was proclaimed on October 19, 2021 along with an overview of Toronto Humane Society's compliance obligations under the Act. Peter has spoken with John Wilkinson, the Society's legal counsel, about ensuring that the Society's by-law is in compliance with ONCA.

**Animal Welfare** – Bronwen Morgan expressed her sincere appreciation to Angela Young and Phil Nichols for the work plan that is in place for the AWC. The Barn Cat policy is being reviewed by Dr. Jackie Ellis, Kathy McDonald and Bronwen Morgan. The Euthanasia policy will be reviewed in 2022. The Relocation policy will come forward in due course.

**Development** – Josh Shanahan advised that he, Tegan Buckingham, Jacques Messier, Josh Shanahan and Nabila Tisha conducted a review of Fundraising reporting. Fundraising is slightly under budget, but improving as year end approaches.. The next direct mail campaign will ask for a "larger than usual" donation in light of the Covid-19 hardship for Toronto Humane Society.

## ***8. Board Retreat***

After exploring various options, the Board agreed that it was best to defer the retreat until after the New Year.

**9. Next Meeting**

November 30, 2021, 6:00 pm

**10. In-camera**

The Board moved in-camera at 7:50 pm and rose at 8:10 pm.

**11. Adjournment**

The meeting adjourned at 8:10 pm.

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**Martin Buckle, Chair**

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**Nicholas Kanhai, Secretary**

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**Date**

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**Date**